



CITY OF HOUSTON

Job Posting

AP

Applications accepted from:	ALL PERSONS INTERESTED
Job Classification	CHEMIST III
Posting Number	PN# 111980
Department	Department of Public Works & Engineering
Division	Public Utilities Division
Section	Water Production Branch
Reporting Location	611 Walker*
Workdays & Hours	M - F, 8 a.m. - 5 p.m.*

*Subject to change

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

Performs highly technical chemical analysis according to clearly prescribed procedures and laboratory techniques. Performs chemical analyses of various materials and chemicals as well as bacteriological analyses of water, wastewater, industrial waste discharges, pollution and/or other environmental samples. Conducts routine analyses and non-routine analyses of drinking water, wastewater, and industrial waste samples. Prepares standard solutions and reagents for use in chemical testing. Reviews and interprets test results; prepares and distributes required reports. Maintains inventory: orders laboratory chemicals, equipment and supplies. Handles instrument troubleshooting and maintenance; makes minor repairs; diagnoses and corrects instrument software problems. Directs operations staff as to desired treatment protocol and troubleshoots treatment problems. Directs and participates in applied research projects: writes and edits technical reports of results. Develops new analytical procedures to expand laboratory capability. Designs and implements quality assurance procedures. Performs sensitive or special technical assignments as required.

ESSENTIAL FUNCTIONS/WORKING CONDITIONS

The position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of papers or books (up to 20 pounds or an equivalent weight) may be required. There are routine exposures to significant levels of heat, cold, moisture and air pollution. The position may involve periodic exposure to chemical substances and physical trauma of a minor nature such as cuts, bruises and minor burns.

MINIMUM EDUCATIONAL REQUIREMENTS

Requires a Bachelor's degree in Chemistry or a closely related field, along with a detailed knowledge of water and wastewater testing protocols. Treatment practices as well as Federal and State regulations concerning environmental and potable water quality. Should be skilled in the use of personal computers, equipped with commercially available software, for data interpretation, manipulation and report preparation.

MINIMUM EXPERIENCE REQUIREMENTS

Two years of analytical experience, at least (1) one of which involved use of sophisticated electronic instrumentation, in an environmental laboratory or other laboratory that performs environmental testing.

MINIMUM LICENSE REQUIREMENTS

A valid Texas Driver's License and compliance with the City of Houston policy on driving (AP 2-2).

PREFERENCES

Preference will be given to applicants with an advanced degree in Chemistry as well as those who have strong analytical skills in the areas of atomic spectroscopy and gas chromatography / mass spectrometry.

SELECTION/SKILLS TESTS REQUIRED None

However, the Department may administer a skill assessment evaluation.

SAFETY IMPACT POSITION ☒ Yes ☐ No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

SALARY INFORMATION

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is:

Salary Range - Pay Grade 21
\$1,494 - \$1,760 Biweekly \$38,844 - \$45,760 Annually

OPENING DATE July 19, 2006

CLOSING DATE Open Until Filled

APPLICATION PROCEDURES

Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1st floor. Our TDD (Telephone Device for the Deaf) phone number is 713.837.9471 For application status inquires, please call (713) 837-0871. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.

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